



PROCEDURE FOR KENTUCKY DIVISION OF WATER, SEWER LINE EXTENSION APPLICATION SUBMITTALS

The following items must be submitted to the City of Florence.

- 1) A completed Kentucky Division of Water Form S-1 "Construction Permit Application for Sewer Line Extension". This form can be obtained from the following web link: http://www.water.ky.gov/homepage_repository/fc_fac_rev.htm
- 2) At least six (6) sets of detailed plans and specifications. Three (3) sets being retained by the City and at least three (3) additional sets forwarded to Division of Water.
- 3) A copy of a USGS 7.5 minute topographical map with the locations of the proposed sewer lines shown.
- 4) A check or money order made payable to "Kentucky State Treasurer" in the applicable amount outlined in the Instructions, Section IV of the KDOW Form S-1.
- 5) Any additional information that may be applicable to the project as outlined in Section III, Item E of the KDOW Form S-1.

The above listed items may be mailed or dropped off at the following address:

Florence Government Center
Public Services Department
Engineering & Inspection Services Division
8100 Ewing Boulevard
Florence, Kentucky 41042
Attn: Peter Glenn, Project Manager

Upon receiving the above mentioned items the City will review, process, and attach a letter from the owner of the sewer system (Florence) as specified in Section III, Item E of the KDOW Form S-1.

The complete application packet will then be forwarded to the Division of Water, Facilities Construction Branch within ten (10) business days, assuming all items are in order.

As the City of Florence is not the owner of the WWTP, a separate letter must be obtained from the WWTP owner, Sanitation District #1. Please contact the Sanitation District for the necessary procedures in obtaining this letter.

Sanitation District No. 1
1045 Eaton Drive
Ft. Wright, KY 41017

859/578-7450

7/22/05

PROCEDURE FOR KENTUCKY DIVISION OF WATER, WATER LINE EXTENSION APPLICATION SUBMITTALS

The following items must be submitted to the City of Florence.

- 1) A completed Kentucky Division of Water "Distribution System Checklist". This form can be obtained from the following web link:
http://www.water.ky.gov/homepage_repository/Drinking+Water+Forms.htm
- 2) At least five (5) sets of detailed plans and specifications. One (1) set being retained by the City, one (1) set to Burgess & Niple, and at least three (3) additional sets forwarded to Division of Water.
- 3) A copy of a USGS 7.5 minute topographical map with the project location.
- 4) A check or money order made payable to "Kentucky State Treasurer" in the applicable amount outlined in the Distribution System Checklist.
- 5) A check or money order made payable to the "City of Florence" in the amount of \$200.00. This is to cover the cost of additional hydraulic water modeling as requested by the Kentucky Division of Water.
- 6) Any additional information that may be applicable to the project as outlined in the Distribution System Checklist.

The above listed items may be mailed or dropped off at the following address:

Florence Government Center
Public Services Department
Engineering & Inspection Services Division
8100 Ewing Boulevard
Florence, Kentucky 41042
Attn: Peter Glenn, Project Manager

As mentioned above, one (1) set of detailed plans must be submitted by mail, drop-off, or digitally to:

Burgess & Niple
312 Plum Street
12th Floor
Cincinnati, Oh 45202
Attn: Jeff Eilers

Email: jeilers@burnip.com

The set to Burgess & Niple is for the completion of the additional hydraulic water modeling as requested by the Kentucky Division of Water.

Upon receiving the above mentioned items the City will review, process, conduct a hydrostatic test and attach a letter from the owner of the water system (Florence) as specified in the Distribution System Checklist.

The complete application packet will then be forwarded to the Division of Water, Drinking Water Branch within ten (10) business days, assuming all items are in order.

7/22/05